


FROM	NAME & TITLE	ERIC W. TISO, SITE PLAN REVIEW COMMITTEE CHAIR	CITY of BALTIMORE MEMO	
	AGENCY NAME & ADDRESS	LAND USE AND URBAN DESIGN DIVISION DEPARTMENT OF PLANNING 417 EAST FAYETTE STREET, 8 TH FLOOR		
	SUBJECT	SITE PLAN REVIEW COMMITTEE MINUTES FOR MARCH 11, 2009		

TO

Mr. John Thumbi, DOT Traffic
Captain John Carr, Fire Department
Mr. Ken Sands, Parking Authority
Mr. Kirkland Gabriel, DOT TEC
Mr. Kevin Sullivan, DOT Planning
Ms. Miriam Agrama, DHCD Plans Examining
Mr. James Wescott, Finance
Mr. Geoff Veale, Zoning Administrator
Dr. Nollie P. Wood J., Mayor's Office

DATE:
Date of Distribution: March 14, 2009

In attendance were Eric Tiso, Gary Letteron, and Ken Hranicky for the Department of Planning; John Thumbi, Kirkland Gabriel, Marc Brown for the Department of Transportation; Ken Sands for Parking Authority; No one attended from Department of Finance, the Zoning Enforcement Office or the Mayor's Commission on Disabilities; Capt John Carr for the Fire Department, and Miriam Agrama and Milan Rai for HCD Plans Examining attended the pre-site plan review meeting.

Agenda

- 1. 2650 West Patapsco Avenue / Retail Building Addition to Existing Convenience Store and Gas Station**
- 2. 2011 Aisquith Avenue / Indoor Auto Repair Garage per BMZA referral**

2650 West Patapsco Avenue / Retail Building Addition to Existing Convenience Store and Gas Station

Zoning: M-1-1

Urban Renewal: None

Environmental: None

Total Site Area: ±0.591 Acres

In addition to Committee Members and Planning staff, in attendance was:

- Nathaniel L. Greene: 410-225-7731 & marti.services@verizon.net

Project Summary:

2650 West Patapsco Avenue is located on the northwest corner of the intersection with Lorena Avenue. This site is already developed with existing one-story gas station and convenience store buildings. A separate building contains an auto repair garage and an automated car wash. Existing tenants in the building include a carry-out food store and a doughnut shop. The space for the doughnut shop is expected to change tenants and will be a seafood carry-out food store.

Comments & Issues:

- Board of Municipal and Zoning Appeals (BMZA): As the property is zoned M-1-1, neither of these uses are permitted this zoning district, and so they may continue as nonconforming uses. Expansion of this building will require BMZA approval. To date, the application has been filed for review, but has not been submitted to the BMZA office.
- By-Pass Lane: The by-pass lane should be decluttered on the plan, to be more apparent.
- Landscaping: A new line of landscaping is shown on the western boundary line of the site, as well as an improved landscaping area in the southeast corner of the site. The committee expects that some of these planting will be affected by follow-on design reviews, but wishes to have a net increase in the amount of plantings on the site.
- Parking: The site plan shows eight parking spaces, two of which are handicapped parking spaces.
 - One standard parking space towards the east end of the parking row was shown with hatching. This is in error, and the hatching should be removed.
 - The amount of parking required for this use will be determined by the BMZA in their review. Until the exact use that will go in the additional floor area is determined, the total parking count required cannot be calculated. This may also be affected by whether or not the BMZA grants a parking variance.
 - The committee members felt that with the existing mix of carryout food businesses, the proposed eight parking spaces are most likely insufficient for the actual demand. While the committee would like to see additional parking spaces provided, it is also desirable to retain some of the proposed landscaping. As a preference, additional parking spaces should be added to the western property boundary before the more substantial landscaping area in the southeastern corner of the site is affected.
 - The committee explored the possibility of providing parallel parking along the southern border of the site, near the sidewalk. The space available between the

front property line and the edge of the pump canopy is only 16'. This would not leave sufficient room for a few 8' parallel parking spaces, and a running lane through the site in front of the pump islands. Instead, the front property line should be improved with a five-foot wide landscaping area.

- Site Survey: The site survey should be confirmed.
 - The fence line on the west end of the site may not be located along the property line. In looking at the aerial images, they do not match what is depicted on the plans. An eight-foot wide strip of landscaping is shown, but the space for it does not appear to be available under existing conditions.
- Plan Adjustments/ Missing Site Plan Elements:
 - The freestanding sign in the southwest corner of the site is not shown on the plans. All site fixtures and other equipment should be shown as it is currently installed, or it should be removed upon approval of the final site plan.
 - The vacuums and/or air pumps that are currently in the northeast corner of the site may interfere with the queue for the car wash, especially after the retail addition is built. These could be relocated to either the western property line or to the southeast corner of the site to ensure better functionality, depending on where any follow-on parking spaces need to be added per BMZA's requirements. In either case, these should be removed from the car wash queue.
 - The curblin around the new addition should be removed or reduced, to provide as much width for the car wash queue as possible.
 - The General Notes section should be labeled as such.
 - The vicinity map should be cleaned up to be more legible as well as to show the nearest major intersection, most likely Hollins Ferry Road.
- Accessibility: While the door thresholds into the building are shown as ADA compliant, the sidewalk in front of the convenience store building does not show any means for wheelchair access. A curb cut or depression onto the sidewalk should be shown if existing, otherwise one should be installed.

Next Steps

- Following the required BMZA hearing where the exact usage and parking requirements are determined, the applicant will submit two complete sets of revised plans for final approval and stamp.

NOTE

- **Approvals of site plans are contingent upon the applicant fulfilling all the site plan requirements, Subdivision Rules and Regulations, Zoning Code requirements, Forest Conservation requirements, Traffic Impact Study requirements and addressing all comments provided by the Site Plan Review Committee during and after the plan review process.**
- **All approved final site plans must be stamped.**

Minutes will be e-mailed to: Nathaniel L. Greene, marti.services@verizon.net

2011 Aisquith Avenue / Indoor Auto Repair Garage per BMZA referral

Zoning: M-1-2

Plans Date: February, 2009

Urban Renewal: East Baltimore-Midway

Environmental: None

Total Site Area: Not listed, estimated to be ±8,433 sf

Total Disturbed Area: None

Gross Floor Area: Not listed, estimated to be ±7,236 sf

The review was done by the committee members and Planning Staff only, the applicants' presence was not required.

Project Summary:

2011 Aisquith Avenue is located on the northwest corner of the intersection with Sapp Street. This irregular property measures approximately 66' by 160' and is currently improved with a one-story commercial building. The building has reportedly been used for auto repairs for some time, but the land use was not formally established.

Comments & Issues:

- **Board of Municipal and Zoning Appeals (BMZA):** The BMZA reviewed this request on January 6, 2009 via case 35-09X. In their approval, the BMZA required Site Plan Review Committee approval of the site design.
- **Parking:** Three parking spaces are proposed for staff use in the front of the building, to be accessed from Aisquith Street, which is a one-way street southwest-bound.
 - The committee was concerned about the tight turn (±135°) that will be required to enter these parking spaces. Additionally, there was concern that vehicles leaving these parking spaces will back out into Aisquith Street. The space closest to the building has 20' of space behind it, before reaching the sidewalk right-of-way. The sidewalk along Aisquith Street is not fully paved, which helps. There should be sufficient space for a parked vehicle to back out a bit, and then it should leave through the building, exiting on East 20th Street where practicable.
 - The committee was also concerned about the last parking space, which is shown partly intruding into the sidewalk right-of-way. That portion of the parking space line should be removed.
 - Eighteen parking spaces are shown inside the building, though the committee expects that this will not be a practical parking count. The applicant proposes to paint vehicles, and so a paint booth will likely be required that will reconfigure a portion of the interior. In any case, there should be sufficient space in the building for the auto repair function.

- Site Plan:
 - The sidewalks on both Aisquith and East 20th Streets should show handicapped ramps or aprons, and should be improved onsite to match.
 - Wheel stops should be shown on the plans for the employee parking spaces, and installed on-site. These will prevent vehicles parked here from intruding into the sidewalk along Sapp Street. The parking spaces should be labeled as 9' by 20'.
 - The sidewalk along Sapp Street is not actually improved, but is a grass area that is casually used for parking, especially by busses from the adjacent property. Likewise, Sapp Street itself is barely paved, with only broken remnants of paving evident.

Next Steps

Therefore, the committee decided to approve the plan with the following revisions:

- The General Notes section should be amended to include:
 - Block and Lot number for this property (Block 4011-A Lot 030A)
 - Zoning District: M-1-2
 - Lot area in square feet
 - Lot Coverage: No Change
 - Zoning District: M-1-2
 - Setbacks: No Change
 - Parking: Amount required and provided
 - Statement that property is/is not in the Critical Area
 - Statement that property lies within the East Baltimore-Midway Urban Renewal Plan Area.
 - Statement that property is/is not in the 100 Year Flood Plain
 - Statement that property is/is not in a Local Historic District
 - Statement that property is/is not in a Planned Unit Development (PUD)
 - BMZA Approval via case 35-09X, January 6, 2009
- The sidewalks on both Aisquith and East 20th Streets should show handicapped ramps, and should be improved onsite to match.
- Wheel stops should be shown on the plans for the employee parking spaces, and installed on-site. These will prevent vehicles parked here from intruding into the sidewalk along Sapp Street. The parking spaces should be labeled as 9' by 20'.
- The sidewalk along Sapp Street should be labeled "Sidewalk Right-Of-Way" to match actual conditions.

NOTE

- **Approvals of site plans are contingent upon the applicant fulfilling all the site plan requirements, Subdivision Rules and Regulations, Zoning Code requirements, Forest Conservation requirements, Traffic Impact Study requirements and addressing all comments provided by the Site Plan Review Committee during and after the plan review process.**
- **All approved final site plans must be stamped.**

Minutes will be forwarded to S.S.C. Management, c/o Samuel P. Mirable